

Amber Wright

From: Dorothy Wallis <dwallis@ctlm.org>
Sent: Wednesday, June 21, 2017 5:10 PM
To: Jeanine LeBlanc
Cc: Dorothy Wallis
Subject: 2000224936 CtL May 2017 invoice adjustment needed
Attachments: 2000224936 Caring to Love AtoA 2016-2017 (Autosaved).xls; October 16-17 invoice.pdf; Scan Corrected 3 page Invoice for October 2016.pdf

Importance: High

Jeanine,

Thank you for bringing attention to the Public Relations/Media Coordinator \$237.50 discrepancy.

This is what I found and want to know if you agree.

When you open the attached October 2016 invoice, scroll down to the Life Choice Project Provider Request For Payment Cost Reimbursement Invoice to page 3/3. You will notice that the Public Relations/Media Coordinator budget, we invoiced was \$700.00. However, on the worksheet \$1637.50 was keyed in. Is it possible that the Webmaster/Info Tech Cons \$937.50 and the \$700.00 for the Public Relations/Media Coordinator was added together?

Then entered in at \$1637.50; this could equal the difference.

Please let me know if you agree and if this correction is made then this should bring us back into balance. If you have any questions, please feel free to reach out to me anytime.

Loving Life,

Dorothy Wallis, M.Div
President & CEO


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“Teamwork can help you accomplish greatness.”

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From: Jeanine LeBlanc [<mailto:Jeanine.LeBlanc.DCFS@LA.GOV>]
Sent: Wednesday, June 21, 2017 7:52 AM
To: Dorothy Wallis <dwallis@ctlm.org>
Subject: 2000224936 CtL May 2017 invoice adjustment needed

Ms. Wallis:

Please see the attached spreadsheet.

Public Relations/Media Coordinator is over budget by \$237.50.

Please provide a budget revision no later than Friday, June 23, 2017, (weather permitting) so we can reimburse this item.

Thank you.

Jeanine LeBlanc

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